



## **Grants Pass Business Development Program**

*"This Project is funded in part with a grant from the Oregon State Lottery through the Regional Investment Fund, administered by the State of Oregon Economic and Community Development Department."*

### **INTRODUCTION:**

The City of Grants Pass has the ability to apply additional funds to other qualified projects using City program funds through the following local programs: Redevelopment Agency, Transportation SDC, Enterprise Zone, Industrial Loan, Small Business Technical Assistance Program and/or Building Renovation Loan/Grant. Qualified businesses are typically those that qualify for other City economic development incentives. These funds would apply to business expansions and new investments as well as infrastructure for new business development. Funds can also be used for training or workforce development programs for existing or new employees.

The City has a limited amount of funds available for reimbursement in any given fiscal year. The funds are available on a first-come, first-served basis until they are exhausted in any fiscal year; this program is treated as a grant program.

### **FUNDING LEVELS:**

A qualified business or infrastructure project may receive up to a 1-1 match of funds in addition to other City funds if basic requirements are met. These include meeting the "Eligible Firms" criteria on the following page, compliance with all required development code criteria, compliance with all applicable local, state and federal laws, security for all applicable taxes, fees and utilities and completion of incentive application, inclusive of all required supplemental material.

To receive funds, the applicant must do the following:

- Submit an application. Enter into an agreement with the City to provide a pre-defined number and quality of new jobs for three years. Report on investments. Qualifications and disbursement amount are based on the below criteria. The goal of the agreement is to ensure the company is creating new family-wage jobs in the community. Of secondary concern is the company's capital investment. Projects must provide a capital investment match of 5:1 of the total grant award. Capital investment amounts must be included in the application and proven prior to grant award.
  1. A maximum of \$3,500 per full time job paying more than \$12.50 an hour inclusive of non-mandatory benefits, up to total grant amount  
(Full time job = 2080 hours annually)
  2. Any job for which an incentive is received must be maintained for 3 years.

## **CRITERIA FOR FINANCIAL INCENTIVES:**

### **Eligible firms are those that are:**

- A. Industries that derive less than 50% of their gross receipts from regional retail trade
- B. Service business for which a majority of their market area is outside the Southern Oregon Area
- C. Manufacturing or other industrial production
- D. Convention facilities in excess of 5,000 square feet of convention area; trade centers with a minimum of 5,000 square feet
- E. Research and development activities
- F. Development or improved utilization of natural resources
- G. Transportation or freight facilities
- H. Other activities which represent new technology or types of economic enterprises which meet community development needs and which diversify the economic base of the area
- I. Industrial property developers who can demonstrate long-term job creation in the above categories

### **Ineligible firms are those that are:**

- A. Non-profit, government or non-tax paying entities, unless excepted
- B. Traditional retail or local service companies
- C. Firms primarily involved in lending or investments
- D. Firms involved in gambling or illegal activities
- E. Firms adding more than 200 FTE new jobs, unless excepted

### Location:

Businesses located anywhere within the Urban Growth Boundary or other areas where City services are utilized requires the property owner enters into an annexation agreement with the City. The applicant must follow applicable local, state and federal rules.

### **Basic Requirements:**

#### Business applying for this incentive must provide the following:

- 1. Completed "Program Grant Application"
- 2. Signed "Job Creation Agreement"
- 3. Copy of statement of SDC fees applied by the City (if applicable)
- 4. Proof of payment of all City fees (unless granted an advance transfer arrangement)
- 5. Provision of a job creation incentive plan and agreement to submit semi-annual reports, which include wage information.
- 6. Detailed report on total investments made in the project and sources of those investments.